### ADAMS COUNTY PUBLIC WORKS COMMITTEE

# THURSDAY, DECEMBER 11, 2008, AT 9:00 A.M. HIGHWAY DEPARTMENT CONFERENCE ROOM 1342 COUNTY ROAD "F", ADAMS, WI

**MEMBERS PRESENT:** Dean Morgan, Vice-Chairperson

**David Renner, Secretary** 

Florence Johnson

Al Sebastiani ~ Sitting in for Keckeisen

OTHERS PRESENT: Ronald Chamberlain ~ Highway Commissioner and Shannon

**Riley** 

MEMBERS ABSENT: Larry Babcock and Michael Keckeisen ~Excused

**CALL MEETING TO ORDER:** The Meeting of the Adams County Public Works Committee was called to order by Vice-Chairperson – Dean Morgan at 9:00 A.M., on Thursday, December 11, 2008.

#### WAS THE MEETING PROPERLY ANNOUNCED? YES

**ROLL CALL:** MORGAN, RENNER, JOHNSON AND SEBASTIANI ~ SITTING IN FOR KECKEISEN. MEMBERS ABSENT: BABCOCK AND KECKEISEN ~ EXCUSED

APPROVAL OF AGENDA: Motion by Renner to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

APPROVAL OF MINUTES OF LAST MEETINGS (NOVEMBER 20, 2008 REGULAR MONTHLY MEETING): Motion by Johnson to approve the Minutes as printed of the Adams County Public Works Committee Meeting for November 20, 2008, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Public Participation was requested for the following Agenda item:

• GENERAL ENGINEERING CONTRACT

GENERAL ENGINEERING CONTRACT: Shannon Riley from Earth Tech AECOM made a brief presentation on behalf of Earth Tech AECOM, which is the company that currently has the General Engineering Contract for the Highway Department. Highway Commissioner received a letter from Ayres Associates and TEC expressing their interest to submit a quote for the Highway Department General Engineering Contract. *Motion by Renner to request quotes for the General Engineering Contract for the Highway Department, second by Sebastiani. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* 

**SEVEN SISTERS RADIO TOWER:** Public Works Committee and Highway Commissioner discussed the use and lease requirements for the Seven Sisters Radio Tower. A Resolution will be drafted and presented to the Public Works Committee at the January 2009 Meeting concerning the Seven Sisters Radio Tower.

## ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING DECEMBER 11, 2008 ~ 9:00 A.M.

REAL ESTATE ACQUISITIONS CTH "Z" (STH 21 TO CTH "F"): Motion by Renner to approve offering prices on Parcels: 17B, 17E & 110 as presented for the County Road "Z" Project from State Road 21 to County Road "F", second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REAL ESTATE CONTRACT ~ OXFORD PIT ~ CONSIDER CONTRACT EXTENSION & PRICE REDUCTION: Motion by Morgan to renew for one year the Real Estate Contract with Whitemarsh Realty for selling the Oxford Pit Property, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Renner to reduce the asking price for the Oxford Pit Property to \$159,500.00, second by Sebastiani. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

ORDER TO COUNTY TO CONVEY HIGHWAY RIGHT-OF-WAY TITLE TO STATE ~ QUIT CLAIM DEED ~ STH 13 & STH 21: Motion by Johnson to approve conveying highway right-of-way title to the State by Quit Claim Deed, reference the document presented to the Public Works Committee for State Road 13 and State Road 21, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON STATE D.O.T. RMA (ROUTINE MAINTENANCE AGREEMENTS): Motion by Johnson to postpone signing the 2009 State Department of Transportation Routine Maintenance Agreement, until the new language that is in the agreement is review and approved and to send a letter of intent to the Wis. D.O.T. to continue providing services under the current Routine Maintenance Agreement, second by Renner. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

2009 COMPOSITE RATE AGREEMENT: Motion by Renner to approve using Composite Rates as set by State D.O.T. for the 2009 Winter Maintenance for plow trucks, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW MSTC MECHANIC TRAINING: Motion by Sebastiani to continue to support the MSTC (Mid-State Technical College) mechanic training, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**NUMBER OF WCHA CONFERENCES:** The Public Works Committee and the Highway Commission discussed the number of WCHA Conferences and the Conference contents.

### REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- As required by the FHWA the new retro reflective clothing is acquired and in place.
- Snow has again been above normal and as of 12/9/08 the current winter maintenance budget is -\$346,264.36.
- We have commencing brushing operations on CTH Z and CTH J.
- We will be commencing crack filling operations as weather permits.

## ADAMS COUNTY PUBLIC WORKS COMMITTEE MEETING DECEMBER 11, 2008 ~ 9:00 A.M.

FINANCIAL REPORT: Motion by Renner to approve the November 2008 Financial Report as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Renner to transfer \$179,958.08 out of the Gravel Pit Account and \$346,041.92 out of the Machinery Account and put into: CTHS Maintenance Account \$526,000.00, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED

**VOUCHERS:** The Highway Department check summary report was presented to the Committee for review. Committee members reviewed the December 1, 2008 Check Summary Report that is provided to the Public Works Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Sebastiani to approve the check summary report / vouchers as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.* 

#### **IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: NONE**

ADJOURN AND NEXT MEETING DATE: Motion by Sebastiani, second by Renner, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, January 8, 2009 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

Meeting adjourned at 12:40 P.M..

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE